

## **Eckington Market Policy**

This policy is in the best interests of everyone and are meant to ensure all Stallholders are treated equally and fairly and the running of the Market will be safe and successful.

### **Market Officer**

The Parish Council will appoint an Officer of the Council to ensure that all legal requirements are met. To create and update the risk assessments. To provide back up and advice to the Market Operator and to assist with the scheduling, promoting and improvements of the market to ensure it runs smoothly and is sustainable.

To carry out regular surveys with stall holders and local businesses regarding the market.

### **Market Operator**

The Parish Council will appoint an individual to organise the day-to-day control of the weekly market. This individual under the supervision of the Market Officer has the authority to accept traders allocate stall positions in line with the Councils Market Policy. Stallholders must accept the location of the stall allocated to them and no encroachment of this position will be allowed. Stalls must be set up by 8.45am in time for the market to open at 9.00am.

### **Disputes**

The appointed Market Operator will deal with any minor disputes before or during the market. Any serious disputes which may affect the Councils authority and/or reputation must be brought to the Councils attention for consideration by way of the Market Officer.

### **Risk Assessments**

The market has its own risk assessment which is to be followed. The risk assessment is to be reviewed on a regular basis and amended as and when required to meet all risks by the Market Officer. All traders must adhere to the risk assessment without fail.

### **Traders**

To become a trader you will need to provide:

- proof of public liability insurance.
- food hygiene and food rating, if applicable.
- any other licences and documentation as required by the Council

Goods not welcome on Eckington Market include stolen goods, counterfeit goods, unsafe goods, tobacco products (duty unpaid), offensive weapons, fireworks or items of a pornographic nature.

Opening times: Friday 9am until 3pm subject to suitable weather conditions.

The Council reserves the right to cancel the weekly market to hold a seasonal market at any time during the year.

Fees: Currently stalls are free, to be reviewed annually in November

### Rules:

All Stallholders must comply with current Trading Standards

Stallholders should maintain their stall spaces in a clean and sanitary condition and remove all boxes, packaging and debris at the end of the market, and remove all debris from site. Stallholders are not permitted to dispose of debris in the Council's bins, householders' bins or public bins on or near the Market.

Stallholders shall ensure that, at all times, the goods are displayed in such a manner as to allow the unobstructed movement of the public.

No aggressive selling techniques should be employed.

There is a No Smoking regulation for all traders.

Market stalls and market area not to be used on Market Day for political or religious purposes.

All Stallholders must be of at least a 3 on the food hygiene rating scheme if selling food. Any stallholder displaying unwrapped produce and/or providing food samples must wear food rated gloves and sanitise the area. All produce should be clearly labelled with the producer's name and address along with written information about the produce. Allergen information must be clearly labelled.

Traders selling food must follow North East Derbyshire District Council's General Food Safety <https://www.ne-derbyshire.gov.uk/environmental-health/services-and-provisions/food>

All Stallholders using gas equipment and electrical equipment must produce current test certificates for the equipment provided by a competent person to the Parish Council on an annual basis.

A breach of these Rules may result in the Council withdrawing a Stallholder's ability to trade at the Market.